



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, June 6, 2018

(Minutes Subject to Approval at June 20, 2018 Meeting)

The Civil Service Commission will meet **Wednesday, June 20, 2018** at 4:00 p.m.
in Room 201 of the Lakeside Plaza Building.

PRESENT

Commissioners: **All Present**
Remote Locations: B. Luna and S. Booth

Secretary: **J. Angelo**

Chief Assistant

County Counsel: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF MAY 23, 2018 AS MAILED. 5-0

III. PUBLIC COMMENTS: None

IV. APPROVED CONSENT MATTERS - Pages 2 - 4 5-0

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters) No Actions

VII. CLOSED SESSION

1. **Conference with Legal Counsel – Potential Litigation:** Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9

VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION: No Actions

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS: None

X. ADJOURNMENT 5-0

IV. CONSENT MATTERS - APPROVED

A. Hearing Calendar

Correspondence from Kevin Wiemer, Attorney for Mastagni Holstedt, requesting an appeal hearing for Case No. 2018-06. Set for hearing.

B. Reinstatement Request(s)

1. Iona Childers, Departmental Human Resources Officer, General Services Agency
2. Trinh Ho, Behavioral Clinician II, Health Care Services Agency
3. Devyn Morris, Specialist Clerk I, Community Development Agency

C. Voluntary Demotion(s)

Amanda Dalnoki, Departmental Human Resources Officer to Management Analyst, General Services Agency

D. Examination Actions – for CSC Meeting of June 6, 2018

Ordered on 5/10/18 open-assembled examination:

1. Assessor's Technician, LDF 6/4/18

Ordered on 5/15/18 open-assembled examination:

2. Legal Process Clerk I, LDF 6/8/18

Ordered on 5/16/18 open-assembled examination:

3. Behavioral Health Clinician Supervisor, LDF 6/11/18

Ordered on 5/21/18 open-assembled examination:

4. Community Outreach Worker I, LDF 6/14/18

Ordered on 5/23/18 promotional-assembled examination:

5. Human Resources Analyst II, LDF 6/18/18

Reopened on 5/25/18 continuous examination:

6. Specialist Clerk I, LDF 6/25/18

Reinstated eligible list:

7. Supervising Eligibility Technician, #16-1473-01, terminate on 2/16/19

Extended eligible lists:

8. Fire Department Specialist Clerk, #17-8159-01, terminate on 6/21/19
9. Supervising Clerk II, #17-1139-01, terminate on 10/5/18
10. Community Health Outreach Worker II, #16-6701-01, terminate on 8/21/18
11. Environmental Health Technician, #17-5649-01, terminate on 9/5/18

IV. CONSENT MATTERS - APPROVED

D. Examination Actions – for CSC Meeting of June 6, 2018 - continued

Miscellaneous:

12. Cancelled the Medical Transcriptionist exam #17-1214-01.
13. Changed the Specialist Clerk I, exam #17-1128-01, from an assembled exam to a continuous exam effective 6/23/17.
14. Cancelled the Deputy County Counsel exam #18-3230-01.
15. Extended the last day for filing for the Program Specialist (Emergency Preparedness Professional), exam #17-0305-06, from 5/24/18 to 6/7/18.
16. Extended the last day for filing for the Heavy Equipment Mechanic, exam #17-9465-01, from 5/24/18 to 6/7/18.

E. Eligible Lists

Created, approved and ordered promulgated:

1. Criminalist I, #18-8523-01
2. Dental Health Administrator, #17-5525-01
3. Deputy Public Guardian-Conservator/Investigator, #18-8705-01
4. Epidemiology Research Scientist, #18-5782-01
5. Fire Captain (Promotional), #17-8146-01
6. Juvenile Institutional Officer Associate, #18-6214-01
7. Sheriff's Safety Aide, #18-8752-01
8. Social Worker III, #17-6720-01
9. Supervising Building Inspector, #18-8332-01

F. Classification Recommendations - Approved

Department:	Re:
General Services Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 9665, Building Equipment Maintenance Worker to 9670, Stationary Engineer, General Services Agency (18-31216). 2. Reallocate one position of 9700, Project Manager, General Services Agency to 0481, Contract Compliance Officer (18-31217). 3. Reallocate one position of 2215, Architect to 9701, Senior Project Manager, General Services Agency (18-31312).

IV. CONSENT MATTERS - APPROVED

F. Classification Recommendations -continued - Approved

Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none">4. Reallocate one position of 5083, Deputy Division Director, Public Health to 0204, Management Associate II (18-31008).5. Reallocate one position of 5079, Associate Director, Adult Services, Behavioral Health Care Services to 5072, Alcohol and Drug Program Administrator (18-31223).6. Reallocate one position of 1120, Clerk II to 1142, Administrative Assistant (18-31224).7. Reallocate one position of 0305, Program Specialist to 0307, Senior Program Specialist (18-31228).
Hayward Area Recreation and Park District (HARD)	<ol style="list-style-type: none">8. Reallocate one position of 1172H, Recreation Coordinator I (HARD) to 1173H, Recreation Coordinator II (HARD).

G. Classification Specifications - Approved

	<ol style="list-style-type: none">1. Adopt the revised classification specification for 0262, Benefits Administration Supervisor.2. Adopt the revised classification specification for 0267, Benefits Auditor.3. Adopt the revised classification specification for 0194, Deputy Director, General Services Agency.
--	---

ADJOURNMENT

There being no further business, the meeting was adjourned.



Joe Angelo, Secretary to Civil Service Commission